

**BY ORDER OF THE
BASE COMMANDER**



**GRAND FORKS AIR FORCE BASE
INSTRUCTION 36-2201**

1 MARCH 2002

Personnel

COMBAT ARMS PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFD 36-22, *Military Training*, AFD 16-8, *Arming of Aircrew*, AFI 36-2226, *Combat Arms Training*; AFMAN 36-2227, *Combat Arms Weapons Training Programs*; AFI 31-101, *Air Force Installation Security Program*; AFI 10-403, *Deployment Planning; Mobility and Overseas Personnel*; AMCP 31-1, *Air Mobility Command Arming Policy*; and all local policies. This publication specifies local procedures for base weapons training.

Section A—Responsibilities

1. Responsibilities. Personnel assigned to Combat Arms (CA), all military units and non-military organizations using the Grand Forks AFB Combat Arms ranges will comply with this instruction and any applicable command instructions.

Section B—Daily Weapons Training

2. Training is conducted at building 652. Classes will start promptly at 0800 unless otherwise directed by CA. Times for special training of Security Forces will be coordinated directly through the unit scheduler. Normal duty hours are 0700 to 1600. Flexibility of duty hours is authorized and will be set by the CA Superintendent/NCOIC to accommodate special courses of fire, inspections and repairs.

3. Precedence for Combat Arms Tasks (IAW AFI 36-2226, par. 1.10.4).

3.1. Weapons Training for personnel assigned to the 319 ARW:

3.1.1. **Priority 1:** Group A: Security Forces and Air Force Office of Special Investigations (AFOSI) require more intense and frequent training. Rescheduling students or classes in order to train this group may be necessary to meet peacetime daily arming requirements.

3.1.2. **Priority 2:** Group B: Civil Engineering Prime BEEF personnel, security forces augmentees and weapons couriers.

3.1.3. **Priority 3:** Group C: All personnel who are assigned to a primary Unit Type Code (UTC) and/or, a primary Air Expeditionary Force (AEF) position. This group includes Civil Engineering personnel that are not assigned to Prime Beef.

3.1.4. **Priority 4:** Weapons and Range Maintenance.

3.1.4.1. Weapons Inspection and Repair. This activity may override Group C training when it is critical for deployment pre-embarkation inspections and manpower cannot support qualification training.

3.1.4.2. Range Maintenance and facility repair will be part of the monthly schedule and should be performed at least twice per month to prevent degradation of facilities.

3.1.5. **Priority 5:** Consists of those who are assigned to an alternate UTC/AEF position. These personnel will receive "Just in Time" training when notified of deployment as a primary. Unit training monitors will notify CA within 60 but no later than 30 duty days when an alternate is chosen to fill a primary position.

4. No Hat Area. The Combat Arms range complex is designated a no hat area during the hours of training IAW 36-2903 GFAFB Sup 1.

5. Additional Duties. IAW AMCP 31-1, Combat Arms personnel are responsible for conducting pre-embarkation weapons inspections for exercises or real world contingencies. Exercises and recalls may be worked as needed and will consist of the following duty priorities:

5.1. Performing essential priority weapons qualification.

5.2. Performing pre-embarkation weapons inspections and repairs for deploying units.

5.3. Augmenting 319 ARW mobility processing line.

5.4. Performing 319 ARW Exercise Evaluation Team (EET) duties for the wing and the squadron.

5.5. Augmenting Security Forces Armory as needed.

5.6. Exercises and recalls will not interfere with wing weapons training when readiness will be negatively impacted.

6. Non-Air Force Organizations. Organizations other than active duty Air Force components requiring use of the range facility must:

6.1. Contact the CA scheduler for available dates and times.

6.2. Request desired dates and times by letter.

6.3. Meet a CA representative at a designated time to open the range complex.

6.4. Follow all range safety rules, this operating instruction and clean all facilities used.

6.5. Contact a CA representative for final inspection; if unsatisfactory, the organization will be required to correct discrepancies or future range privileges may be denied.

6.6. Will have the AF Form 483, **Certificate of Competency**, signed by the Superintendent or NCOIC.

Section C—Unit Training Monitor Duties

7. Directly assists the unit commander by ensuring individuals meet criteria IAW AFPD 16-8, AMCPAM 31-1, AFI 10-403 and AFI 36-2226 to be scheduled for weapons qualification training. Thoroughly brief individuals scheduled on the following information.

- 7.1. If pregnant, have a written approval from their doctor stating they can fire.
- 7.2. Must not consume alcoholic beverages 8 hours prior to handling any weapon.
- 7.3. Must not be on any medication that causes drowsiness, affects or impairs judgment.
- 7.4. Must not have worked a mid-shift the night prior to firing.
- 7.5. Must not be on any medical profile that would interfere with assuming the firing positions.
- 7.6. Bring corrective lenses (glasses). Shooters are highly advised to bring glasses instead of contact lenses because of weapons blast stirring up small debris and particles into the surrounding atmosphere. This could result in cloudy or blurred vision to contact wearers.
- 7.7. Must not have any conflicting appointments.
- 7.8. Must be at class on time (approximately 15 minutes prior to start) and in uniform. Battle Dress Uniforms or flight suits are mandatory, except for AFOSI. All classes are held at Bldg 652.
- 7.9. Show up after lunch or designated breaks or relay firing times on time. Failure to return without valid excuse will be counted as a no-show.
- 7.10. Realize weapons qualification is a duty, not a choice.
- 7.11. Unacceptable behavior or failure to follow instruction on behalf of any student regardless of rank will not be tolerated and may be cause for dismissal. Student participation and cooperation is necessary.
- 7.12. Any individual that knowingly or intentionally fails to qualify, resists or refuses weapons qualification training, for whatever reason, will be immediately referred to their unit First Sergeant.

8. Responsibilities.

- 8.1. Provide CA a letter appointing a primary and alternate unit weapons scheduler signed by the unit commander. The letter will include name, rank, duty phone, fax, e-mail and office symbol. An update is only required when personnel changes occur.
- 8.2. Provide CA annual qualification requirements based on primary UTC's, AEF positions and weapon types. All requests require justification based on the directive that governs your unit's arming requirement. Any new requirement that is not included in your annual forecast would require an out of cycle ammunition forecast. This is a timely process which usually takes 90 to 120 days to process depending on ammunition availability.
- 8.3. Screen all assigned personnel for appropriate weapons qualification training.
- 8.4. Brief individuals scheduled for weapons qualification training on all necessary information applicable to the scheduled class.
- 8.5. Unit training sections will ensure the previous AF Form 522, **Ground Weapons Training Data Record**, for each person scheduled for training is at the CA section before class starts. If individual

does not have an AF Form 522 because of loss or lack of initial training, the combat arms section will make them a new one.

8.6. Weapons qualification training normally begins at 0800 hours unless otherwise scheduled. Any student showing up 10 minutes past any designated show time is subject to dismissal.

8.7. Schedule personnel within 90 days of their expiration. This window gives you the flexibility to ensure your personnel are qualified while foregoing any unexpected circumstances that may arise.

8.8. Aerospace Expeditionary Force (AEF) scheduling must be accomplished in a timely manner. It is suggested that alternates for each team be designated and qualified at least 30 days before departure when identified to deploy in order to accommodate any unit short falls.

8.9. Member's weapons qualifications that are PCSing or going TDY to the following critical threat areas must not expire while at their duty station: Saudi Arabia, Kuwait, Oman, Qatar, United Arab Emirates (UAE), Bahrain, Jordan, Yemen, Korea, Turkey, the Balkans, Israel or other locations verified by CA personnel.

8.10. Monthly training requests. Monthly schedules are completed 30 days in advance. By the 1st of the month the CA scheduler must have all requests for training. An example would be, no later than the first duty day of February for March training. Negative reply letters are required. It is imperative for each unit to schedule the primary AEF/UTC personnel within 90 days of departure if their qualification will expire during deployment to a contingency area.

8.11. Due to the flexibility required for Group A personnel, the weapons firing monitors will request all weapons training for the weekday of their training cycle.

8.12. The maximum number of days available to each unit will depend on the number of Group A personnel requiring training, the size of each units request, and the number of available training days remaining until the end of the cycle.

8.13. Late requests from units will be treated as a negative response. Remaining slots will be given to late units after Group B and C requests are filled.

8.14. Personnel "subject" to deploy do not receive firearms training until they are identified to deploy (see AFI 10-403, Deployment Planning, paragraph 2.5 through 2.5.3.3.).

8.15. Additional Training. Personnel engaged in training missions with blank ammunition such as field exercises, military working dog teams, and bird control, are not considered armed. Therefore, they are not required to maintain firearm qualification. However, their units provide training to emphasize safe handling, weapon operation, use of blank and bird control ammunition, and operator maintenance. This training should be documented on AF Form 1098, **Special Task Certification and Recurring Training** (see AFI 36-2226, Combat Arms Program, paragraph 2.1.6.).

8.16. Weapons Firing Schedule. The CA scheduler has 5 duty days to produce a schedule and send it out to all requesting units.

9. Additions, Cancellations and No-Shows.

9.1. Telephone additions or cancellations are authorized to maximize customer service; however, if any changes are made, they are to be held firm as if they were in writing.

9.2. Normal cancellations must be made at least 2 duty days in advance of training. Exceptions will be emergency cancellations called in prior to class start time.

9.3. Weather Related Cancellations. When threatening weather is a factor, the senior CA official will determine if cancellation or postponing class is necessary by these standards and procedures:

9.3.1. Contact Base Weather at 7-4387 for current and projected temperatures. Wind chills at or below -40 degrees Fahrenheit at the time of firing, will be grounds for cancellation.

9.3.2. When possible, it is recommended to teach the academic portion of training so that firing is the only portion required to be completed within a 30 day time period IAW AFI 36-2226, par. 2.11.5

9.3.3. The unavailability of supplemental ground heaters, blizzard conditions that blind shooters while firing, the inability to remove snow from the target lines because of blizzard conditions, or the inability for targets to remain on the target backers because of high winds, will be grounds for cancellation.

9.4. M203 grenade launcher classes may be postponed or canceled when temperatures of 20 degrees Fahrenheit and below are projected, wind speeds are 30 mph or more, or the inability to access the range because of drifting and blowing snow.

9.5. The Security Forces Training (SFT) Flight Commander or Superintendent in his absence will be notified of all cancellations. The safety of students and instructors is the first concern when making the final decision.

10. No-Shows.

10.1. No show letters may be necessary when the overall monthly show rate falls below 95 percent. No-shows include training slots that are not filled or, schedulers fail to cancel unwanted training slots.

10.2. No-show letters will be signed by the SFS Commander and distributed to unit commanders.

10.3. Unit training monitors will be advised of the no-shows when they contact the CA scheduler.

10.4. No-shows are reported by monthly metrics and are considered final on the last duty day of the month.

10.5. If units continuously fail to fill allocated class slots, a supplemental annual forecast may be required to explain the lack of utilization. This documentation will be used to justify to AMC why munitions allocations were not used.

11. Annual Training Requirements. CA will email, fax or via Base Information Transfer Center (BITC), send a generic form for each unit to fill out requesting training for the next fiscal year. The unit-training monitor will receive the form no later than 15 June, fill out the information and return the signed copy to CA NLT 31 July. This document is used to order ammunition based on future forecasts, it must be accurate to avoid negative impact on wing readiness.

Section D—General Scheduling Information

12. Officers normally qualify on a handgun and enlisted personnel on the rifle unless functional, mission, or deployment requirements dictate otherwise. Additional weapon requirements are based upon peace-

time arming factors, UTC position tasking and notational tasking. All personnel deploying to a critical threat area for contingency deployment must be live-fire qualified, without waiver or extension, on the weapon(s) they will be armed with. Qualification must remain current for the duration of the critical threat area deployment. In some cases, it may be necessary to re-fire personnel to ensure this requirement is met.

13. Proof of qualification (AF Form 522, **Ground Weapons Training Data**) signed by Combat Arms personnel (AFSC 3P0X1B/SEI 312) is required at the deployed location. Tasking orders contain further guidance on firearm requirements for the specific theater that person/unit is tasked to support.

Section E—Unit Weapons Maintenance

14. Unit Responsibility. The primary and alternate equipment custodians are responsible for the proper care and Air Force Technical Order Form 105, **Ground Weapons Maintenance**, for all weapons assigned to the unit. They will serve as the single point of contact for all inspections. The CA Weapons Inspection manager is the single point of contact and can be reached at 7-3889/4189. A Unit weapons custodian and at least one alternate must be designated by unit commanders in writing for file at the CA section.

15. Weapon Inspections. Reference AFI 36-2226, chapter 6. There are four types of inspections; Pre-Issue (conducted when units receive new weapons), Annual (conducted for all weapons assigned to the wing and subordinate units), Pre-Embarkation (for weapons deploying with the unit), and Post Deployment (weapons returned from deployment exceeding 90 days). Any weapon(s) expected to deploy to a potential combat zone receive Pre-Embark. The unit weapon custodian is responsible for notifying CA NLT 5 duty days before deployment.

15.1. The owning organizations will contact the CA section to set-up an inspection date and time for pre-issue, pre-embarkation and post deployment inspections. The CA office initiates annual inspections. The inspection is documented on AFTO Form 105 and a written report accomplished.

15.2. Schedules for routine preventive maintenance will be developed by the owner/user, reference AFI 36-2226, par. 6.3.4.1. Use applicable Technical Orders for guidance of user maintenance level. If broken or missing parts are found, notify CA immediately.

15.3. The custodian will prepare all AFTO 105's and weapons for all inspections before the arrival of weapons inspectors. During the inspection, if any broken or missing items are discovered, the inspectors will tag the weapons according to applicable technical orders. All discrepancies will be annotated on the inspection report and forward to the owning unit.

16. Weapon Repairs. Each unit is responsible for funding parts to repair weapons and associated equipment. An attached list will accompany the inspection report identifying the part, NSN and approximate price. The unit will transfer funds to the Security Forces supply account, 422FR, to cover cost of ordering parts. The custodian will schedule repair time with CA on receipt of the inspection report.

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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFPD 16-8, *Arming of Aircrew, Mobility and Overseas Personnel*

AFPD 36-22, *Military Training*,

AFMAN 36-2227, *Combat Arms Weapons Training Programs*

AFI 31-101, *Air Force Installation Security Program*

AFI 31-207, *Arming and Use of Force by Air Force Personnel*

AFI 36-2226, *Combat Arms Training*

AFI 10-403, *Deployment Planning*

AMCP 31-1, *Air Mobility Command Arming Policy*